

Subject: Request for Extension on Reviewer Invitation

Dear [Editor's Name],

I hope this message finds you well. I am writing to request an extension on the invitation to review the manuscript titled "[Manuscript Title]" that was sent to me on [Date of Invitation].

Due to [brief explanation of your reason, e.g., current commitments, unforeseen circumstances], I am unable to complete the review by the original deadline of [Original Deadline]. I am committed to providing a thorough review and would appreciate an extension of [number of days/weeks you need].

Thank you for considering my request. I look forward to your understanding and hope to contribute to the review process positively.

Best regards,

[Your Name]

[Your Institutional Affiliation]

[Your Email Address]

[Your Phone Number]